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Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Chief for Operations

DATE: JAN 17 1954

FROM : Acting Chief, Supply Division

SUBJECT: Requisition Activity Report, 4-9 January 1954, inclusive.

REFERENCE: (a) Memo Acting Chief of Logistics, Subject: Performance and Activity Reports, dated 18 September 1953.

As requested by reference (a), the following information of weekly operations is submitted herewith:

REQUISITIONS

Balance Brought Forward.....	<u>138</u>
Received.....	<u>311</u>
Processed.....	<u>326</u>
Pending.....	<u>123</u>

Average time required to process requisitions... 2 working days

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LO/SD/SCS/SK:mmh

Distribution:

- Orig. & 2 - Addressee
- 1 - SD
- 1 - SC Staff
- 1 - SC Section

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